**Learner Eligibility Registration (SD07)**

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| --- | --- |
| Learner Name: | Date of Birth: |
| Course: | Date: |
| Delivery organisation: | UKPRN: |

|  |  |  |
| --- | --- | --- |
| Please tick to indicate that you are: | YES | NO |
| Aged 16 and above at the start of the programme |  |  |
| A legal UK Resident, either British Citizen or EU Citizen resident in the UK |  |  |
| Able to take paid employment in a member EU State |  |  |
| Not on any other Publicly funded Training Programme |  |  |

*If you have ticked NO to any of the above, you are NOT eligible for Project.*

**Evidence of Eligibility**

|  |  |
| --- | --- |
| **Full Passport & Valid Passport (EU/Non EU)** | **Passport Number:** |
| **Other evidence provided:** Please state  (See notes overleaf)   * UK issued “right to remain” letter (Note 4) * Other (Notes 3 & 5) | **Ref:** |
| **Evidence of Address Provided**  (please state and include number/type) | **Evidence of Age** (please state and include number/type) |

I declare that the details given on this form are true to the best of my knowledge and the evidence that I have provided is true and accurate.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed (Learner) |  | Date |  |

I can confirm that I have assessed the above learners’ eligibility for Project (number) and can confirm that I have seen with the original documents that have been recorded on this form.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed (Provider) |  | Date |  |

**Data Protection Legislation** – This information will only be shared where the law allows it.  It may be shared with other organisations and the Department for Work & Pensions for administrative, statistical and research purposes, to inform careers and other guidance and to monitor progress.  For more detailed information on how we handle your personal information see the [ESFA: privacy notice](https://www.gov.uk/government/publications/esfa-privacy-notice) at[www.gov.uk/government/publications/esfa-privacy-notice](http://www.gov.uk/government/publications/esfa-privacy-notice)*.* Where you provide personal data to us, it is essential that you have the right to give us that personal data, and to allow us to use it as anticipated by the arrangements between us. This includes where the personal data that you are providing relates to people other than yourself. We will rely on you to make sure that you do have those rights. Both we and you will comply with our obligations under all relevant laws and rules on data protection and privacy.

Notes

Learner eligibility requirements in order of preference:

1. Full and Valid EU Member Passport (i.e. unexpired)
2. For non-EU nationals Full and Valid Non-EU Member State passport, unexpired and:

* Either, passport endorsed `indefinite leave to remain – proceed (settled status) or including work or residency permits or visa stamps (unexpired)
* or, an Identity Card issued by the Home Office in pace of a visa, confirming the individual’s right to stay, work or study in the UK

1. Other e.g. Birth / adoption certificate (EU Member State), Residency permits for foreign nationals (usually in a passport), Marriage/civil partnership certificate (if partner has legal right to live in the UK and this can be evidenced), plus driving licence, bank statement (as evidence of address)
2. Letter from the UK Immigration and Nationality Directorate granting indefinite leave to remain (settled status)
3. A driving licence can be used as evidence of age and or address, but not of right to reside.
4. Please confirm the following:
   * Where evidence records are held i.e. Training Provider Address:
   * Training Provider Contact Details:
5. Original documents need to be seen in all cases; copies are not acceptable